



13800 S. Cicero Avenue  
Crestwood, IL 6041  
Phone: 708 371-4800

Fax: 708 371-4849  
[www.crestwood.illinois.gov](http://www.crestwood.illinois.gov)

**Village of Crestwood  
Crestwood, Illinois**

**Request for Qualifications**

**Construction Engineering Services  
(Phase III Engineering Services)**

**For**

**Cicero Avenue (IL 50/83) Streetscape Improvements  
From 143<sup>rd</sup> Street to Cal-Sag Channel**

**Submittal Deadline  
May 4, 2022**



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## **Notice of Request for Qualifications (RFQ) for Engineering Services**

### **Phase III Construction Engineering Services Cicero Avenue (IL 50/83) Streetscape Improvements From 143<sup>rd</sup> Street to Cal-Sag Channel Section 14-00033-00-SP**

The Village of Crestwood invites IDOT prequalified firms to submit Statement of Qualifications (SOQ) for the Phase III construction engineering for sidewalk, landscaping, and lighting improvements within the Village of Crestwood for the project referenced above. These requests are in accordance with the Brooks Act, (40 USC 11) and the FWHA's requirements for procurement, management, and administration of engineering and design related services (23 CFR 172).

The below Project Description and Preliminary Scope (below) provide a summary of major items that will be encountered during the Phase III services required.

**SOQs must be submitted no later than 4:00 pm on Wednesday, May 4, 2022. They will be limited to a total of ten pages or less with resume, biographies, and cover letter counting in this 10 page total. They must be submitted in a sealed and labeled envelope to the following address:**

Village of Crestwood  
Cicero Avenue (IL 50/83) Streetscape Improvements – SOQ  
13800 South Cicero Avenue  
Crestwood, IL 60418  
Attn: Bill Graffeo, Village Services Director

If you plan to enter into a joint venture with another firm for this project, please note this on your SOQ, including the name of the firm you are entering into a joint venture with for this project.

**All SOQs received after the above noted deadline or not meeting the requirements stipulated herein will not be used as part of our consultant selection process.**

Please refer to the following Project Description and Preliminary Project Scope for more information on this project.

#### **Schedule**

At this time, the Village anticipates starting Right of Way Acquisition in Spring 2022. Phase III Engineering Services are expected to start in Fall 2022 but will be dependent on IDOT Phase II approval, IDOT letting schedule, project funding, and right-of-way/easement acquisition timelines.

#### **Deliverables**

These shall be in accordance with IDOT and FHWA requirements for Phase III engineering deliverables including observation, material testing, and applicable contract documentation.



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### **Submission Requirements**

Responses to this RFQ should include the following:

1. Firm Description and Organization Structure
2. History of the Firm (including experience with similar projects)
3. Proposed Scope of Work and Project Approach – Describe the scope of work for the project, including number of personnel that will be involved in the project and resources required for successful completion of the project. At a minimum, the scope of work and project approach should include the following:
  - a. Review of the proposed improvement areas existing conditions.
  - b. Communication and Public Outreach and Meeting Plan
  - c. Proposed processes and approach to construction observation, materials testing, and contract documentation
  - d. Outline of all professional services required to complete these projects.
4. Key Individual Resumes or Biographies and Licenses/Certificates
5. List and Qualifications of Subconsultants, if used
6. Professional References for similar federal funded projects (at least 3)
7. Proof of Professional Liability Insurance (not counted in the 10 page limit)

Each applicant should submit (5) copies of the SOQ. The envelope should be clearly marked with the following title as well as the date and time of submittal.

*“Cicero Avenue (IL 50/83) Streetscape Improvements - Phase III Construction Engineering” - Attention: Bill Graffeo*

### **Selection Process**

The Consultant selection process will involve an evaluation and ranking of the SOQ's by the Village with reference to, but not limited to, the following selection criteria:

1. The professional and technical competence and related experience of the firm, including the Project Manager, Resident Engineer, and other key project participants, in organizing and completing similar projects (30%)
2. The proposed scope of services and project approach along with project schedule/timeline/phasing (10%)
3. Staff and team capacity to complete the services in an expedited manner (20%)
4. Ability to manage and staff the project in reasonable proximity to the Village (10%)
5. Past performance with similar Crestwood and IDOT projects (30%)

The Village reserves the right to interpret said criteria as it sees fit based upon benefits to the public and the requirements stated in this solicitation.

Prior to final award to a consultant, the consultant shall submit their Disclosure Statement (BDE DISC 2) regarding Conflicts of Interest and Suspension and Debarment.

### **Contact Information**

Any questions regarding the project, QBS, or Consulting Selection Process should be directed to Bill Graffeo, Village Services Director via email at [bgraffeo@crestwood.illinois.gov](mailto:bgraffeo@crestwood.illinois.gov). All questions must be received by April 20, 2022.



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## PROJECT DESCRIPTIONS / PRELIMINARY SCOPE OF SERVICES

### **Cicero Avenue (IL 50/83) Streetscape Improvements**

This project is located on Cicero Avenue (IL 50/83) from 143<sup>rd</sup> Street to the Cal-Sag bridge. The total length of the project is approximately 1.5 miles. The proposed improvements include spot replacement of sidewalks and accessible pedestrian ramps on both sides of the roadway, pedestrian traffic signal improvements, and replacement of street lighting. The project will be funded with federal STP and local funds. Temporary construction easement will be acquired. Therefore, all of the IDOT procedures for federally-funded projects must be followed including ROW acquisition process and contract documentation.

Refer to attached Appendix A (Location Map)

This process does not obligate the Village to award a contract or pay any cost incurred in the preparation of the team and SOQ responding to this request. The Village reserves the right to accept or reject any or all statements received as a result of this request. All information submitted in response to this request will become the property of the Village.

Professionals Services required include Phase III engineering services. Technical services relative to these include construction engineering consisting of construction observation, materials testing, and applicable contract documentation. IDOT Pre-qualification for all technical services listed is required from the Prime or Proposed Sub-contractors.

Phase III engineering services and the construction of the project will be funded in part with Federal funds.